



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Division of Aeronautics, Rail and Transit
May 14, 2014

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- I. Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to transfer and expend funds in the amount of \$600 between mixed funding accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014. 81.94% General Funds and 18.06% Agency Income.
II. Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$433,000 between mixed funding accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015. 99.16% Federal Funds, 0.23% General Funds and 0.61% Agency Income.

Table with 4 columns: Account Number, Current Budget SFY 2014, Requested Change SFY 2014, Revised Budget SFY 2014. Rows include Aeronautics Expenses: 010 500100 Personal Services - Permanent, 011 500110 Personal Services - Unclassified, 018 500106 Overtime, 020 500200 Current Expense, 022 500255 Rents, Leases Other than State, 023 500291 Heat, Electricity & Water, 024 500228 Maint Other than Build & Grnds, 026 500251 Organizational Dues, 029 500290 Intra-Agency Transfers, 030 503011 Equipment, 035 509035 Shared Services Support, 039 500180 Telecommunications, 050 500109 Personal Services Temporary, 057 500534 Subscription -On Line, 060 500601 Benefits.

066 500543 Employee Training	1,000		1,000
070 500700 In State Travel	1,050		1,050
073 500581 Grants-Non Federal	358,000		358,000
080 500714 Out of State Travel	2,200		2,200
404 500880 Intra Indirect Costs	4,114		4,114
Total	\$1,028,554	\$0	\$1,028,554
Source of Funds			
Revenue:			
009 407571 Agency Income	\$185,713	\$0	\$185,713
000 000010 General Funds	842,841		842,841
Total	\$1,028,554	\$0	\$1,028,554

04-096-096-964010-2916	Current Budget SFY 2015	Requested Change SFY 2015	Revised Budget SFY 2015
Public Transportation			
Expenses:			
010 500100 Personal Services – Perm	\$304,682	\$0	\$304,682
018 500106 Overtime	6,000	3,000	9,000
020 500200 Current Expense	5,600	0	5,600
022 500255 Rents-Leases Other than State	430	0	430
024 500225 Maint Other than Build-Ground	1,087,500		1,087,500
026 500251 Organizational Dues	6,950	0	6,950
029 500290 Intra-Agency Transfers	9,060	0	9,060
030 500311 Equipment New Replacement	75,729	100,000	175,729
035 509035 Shared Services Support	4,598	0	4,598
037 500174 Technology-Hardware	2,500		2,500
039 500180 Telecommunications	3,900	0	3,900
040 500800 Indirect Costs	13,696	0	13,696
046 500463 Consultants	2,000	0	2,000
048 500226 Contractual Maint Build-Ground	860,000	30,000	890,000
057 500535 Books Periodicals Subscriptions	100	0	100
060 500601 Benefits	149,819	0	149,819
067 500557 Training of Providers	122,484	0	122,484
070 500704 In-State Travel Reimbursement	500	0	500
072 500575 Grants Federal	20,654,119	(433,000)	20,221,119
073 500581 Grants Non Federal	100,000	0	100,000
081 509081 Out of State Travel Fed Reimb	3,000	0	3,000
103 502664 Contracts for Operational Svcs	0	300,000	300,000
404 500880 Intra-Indirect Costs	2,436	0	2,436
Total	\$23,415,103	\$0	\$23,415,103
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$23,218,915	\$0	\$23,218,915
005 402759 Private Local Funds	143,488	0	143,488
000 000010 General Funds	52,700	0	52,700
Total	\$23,415,103	\$0	\$23,415,103

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Aeronautics (2107) – 81.94% General Funds, 18.06% Agency Income

- Class 018 Increase Overtime by \$600 to cover personnel costs to respond to potential aircraft accidents through June 30, 2014. In accordance to RSA 422:7 Investigations, the Bureau responds and documents all aviation related incidents and accidents, including but not limited to aircraft incidents and accidents, airport infrastructure safety issues and state owned navigational aids outages. One of the positions that are responsible to perform these functions has been vacant since January 23, 2014. In an effort to maintain daily workload and respond to emergency situations as they occur, the overtime budget was depleted by existing Bureau staff earlier than anticipated. It is requested that \$600 be transferred to Class 018 to cover future overtime costs for FY 2014.
- Class 020 Decrease Current Expenses by \$600. The expenditures in this class will be managed to accommodate this transfer.

Public Transportation (2916) – 99.16% Federal Funds, 0.23% General Funds, 0.61% Private Local Funds

- Class 018 Increase Overtime by \$3,000. This transfer is requested due to an anticipated increase in work related to the Federal Transit Administration Triennial Review.
- Class 030 Increase Equipment New-Replacement by \$100,000. This transfer is to purchase vehicles and buses which are owned by DOT for Boston Express's use. This transfer will align expenditures to the proper class line per accounting policy.
- Class 048 Increase Contractual Maintenance-Buildings and Grounds by \$30,000. This transfer is to provide for bus facility capital maintenance and repairs. This transfer will align expenditures to the proper class line per accounting policy.
- Class 072 Decrease Grants Federal by \$433,000. This transfer will align expenditures to the proper class line per accounting policy.
- Class 103 Increase Contracts for Operational Services by \$300,000. This transfer is to provide operating assistance for Boston Express/Nashua service. This transfer will align expenditures to the proper class line per accounting policy.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs (not one-time).

2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.
Source of funds is Federal Funds, Private Local Funds, General Funds and Agency Income.
5. Will there be any effect on revenue if this transfer is approved or disapproved?
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?
Should funds lapse as a result of not approving this request, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner